net.work.Maryland Advisory Group Monthly Meeting June 18, 2002 10:00 am – 2:00 pm Chesapeake College Wye Mills, Maryland

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ADVISORY GROUP ATTENDEES:

Linda Burek (Chair)

Margo Burnette (Vice Chair)

Richard Aldridge

Walter Bigalow (Alt. for J. Wood)

Chuck Bristow Mary Clapsaddle Ron Forsythe

Michael McCarty

DBM STAFF ATTENDEES:

Terry Conroy Jodey McGhee **Bob McGrory**

Steve Molner (ex-officio member)

William Morrow

Susan Ockert (Alt. for L. Powell)

Lewis Powell Richard Rose Pat Wallace Renee Winsky

OTHER GOVERNMENT ATTENDEES:

Steve McHenry Mary Row Walkup Philip Shockley Steve Molnar

Reported By:	Topic / Discussion	Action	Completion Date
M. Burnette L. Burek	 Call To Order - The Meeting was called to order at 10:02 am. The "rules" were established for the public meeting. Introduced Advisory Group members including newest member, Steve Molner from Public Service Commission. Brief clarification of the Baltimore Business Journal article on Linda Burek. 		
Members	Approval of May Minutes - The Members approved the minutes from May's meeting.		
M. Burnette	Project Status - Margo reviewed the status of the project. Past Month Team Activities Requirements gathering activity captured the requirements from all stakeholders. The Engineering meeting held in June was an open session with vendors. Project Management Activities Revising Project Plan, Beginning Financial Review of Phase 0, Implemented Other Project Control Mechanisms. 2 task orders awarded to CSC under NMS Migration of agencies off Chart network onto net.work.Maryland. Connect "other" agencies to Baltimore MAN. Upcoming Activities Capital Budget FY04 is a consuming activity. Locations within the LATAs. Task Order(s) for Managed Services are being written. NOC − Primary and Backup Provisioning Management of resource share is separate from net.work.Maryland. Circuit Orders − Margo is meeting with Verizon on Wednesday (June 19 th).	Verify PMP is on working web site. Chuck and Margo work together on defining locations within each LATA this week. Margo to forward Managed Services SOW(s) to members. William Morrow suggested the PMO communicate updates on the	
	o ISP Circuits Ordered / Being Ordered	Baltimore MAN.	

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R. Winsky	Communications Committee –	Memorize definition.	
	Definition of net.work.Maryland was approved. net.work.Maryland is a statewide high-speed backbone available throughout the State of Maryland to connect Public Sector customer's networks. (Public Sector = State, county and municipal government agencies and departments, libraries, hospitals, K-12 education, and higher education.)		
	Steve Molner approved defining "hospitals" as part of the public sector.		
	Lengthy discussion on which entities can use net.work.Maryland. Richard Rose brought up surcharging those entities that do not "qualify" for the subsidized net.work.Maryland.		
	Legal advice may be warranted.		
	 Fair Representation All stakeholders will have the opportunity to be consistently and actively involved. Everyone will have access to the same service at the same price. Everyone will have representation in the governance of net.work.Maryland. (Governance is defined as policy, requirements, engineering, communications, pricing, etc.) 	Add 'throughout the lifecycle of net.work.Maryland." Change "everyone" to "stakeholders"	
	net.work.Maryland's By-Laws & Policy defines "stakeholders"		
	 Protecting Investment Maximize return on initial investment of a scalable network design. net.work.Maryland is more than the fiber assets in the State's right of way. Many resources, including fiber assets 	Change to "maximize initial and future investments" Change to "Many State resources	
	and wireless towers, will be evaluated for their possible application to the network.	will be evaluated"	
	 Incentive to Connect net.work.Maryland is a fully managed network that will provide better service at a lower cost to public sector entities. 	Change "network" to "backbone"	
	 net.work.Maryland will provide access to a wide variety of applications and services (e.g., Internet access and a means for Intra-net connectivity.) 	Remove "applications" Add Richard's phrase as 4 th bullet	
	 State agencies can save money by consolidating networks. Members are encouraged to communicate with Renee before 	Make available the Communication	

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	any public speaking engagements to make sure uniform message is delivered.	presentation on the working web site.	
P. Wallace	By-Laws / Policy Committee — Charter Revisions "Board" to "Advisory Group" Article I - generalized at department level Article III - no changes Article III Added Responsibility to Communicate to Stakeholders (Article III. Section 3) Proxy Vote (Article III. Section 4D & Section 7) Z/3 Vote to Amend Charter & Change Group (Article III. Section 4E & Article IV. Section 1) Five-Day Rule (Article III. Section 5, 8C, 8D, 8G & Article IV. Section 6.) Added Meeting Agenda Guideline (Article III. Section 8C) Special Meetings (Article III. Section 8D) Virtual Attendance (Article III. Section 8E) Added Guidelines for Addressing the Advisory Group (Article III. Section 8G) Added Open Meetings Adherence (Article III. Section 8H) Added Article IV - Committees Recognized Standing and Special Committees Recognized Standing and Special Committees Records (Section 8) Added Article VI - Robert's Rules Added Article VI - Repeal of Provisions Added Article VIII - Acceptance of Charter	Strike "committee" from policy.	

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		Be designed to specifications supporting the first four levels	 Actual nwMd Requirements 	
		of the OSI model - elements included in the higher levels of	(Both signed by Advisory Group)	
		the model will be the responsibility of the end user(s)	<u>.</u>	
	•	Support all IP based services and will be designed to include	Add Richard's quote to slide 24.	
		support for all network based open standards		
	•	Be designed so that the network core will support IP (no		
		requirement for the core to be IP, ATM or any other specific		
		technology) Ensure that the local loop will support connectivity of IP,		
	-	Frame and ATM		
		Cost less than the combination of current ISP Services,		
		cross LATA connectivity, local loop & network management,		
		while at the same time providing "at a minimum" the same		
		level of service as is available today		
	-	Support out of band management capability		
	-	Have a core design that can grow to support increasing		
		traffic loads		
	-	Be easy to implement (single point of vendor contact)		
	-	Provide a single point of entry to Network Maryland in each		
		LATA (assumes that local loops can be provided based upon		
		distance insensitive pricing)		
	-	Provide five 9's availability		
	-	Not take any specific actions that will prevent older legacy		
		applications from operating. However, if legacy applications		
		do not work within the technical design and the ultimate build		
		out, there will be no special consideration to enable those		
		applications (DecNet, AppleTalk, H.320 video, etc.). IP		
		encapsulation, operating system or application system		
		upgrades may be required.		
	•	"HIGHLY" encourage cooperation within each county (and		
		various counties within each LATA) for Network Maryland to		
		be a "network of networks" and for counties, state agencies,		
		and other participants to cooperate and build a county		
		network that is robust and cost effective overall.Be designed		
		to support high bandwidth applications. However, because total capacity requirements are not readily available in time		
		for the phase one build out, the Engineering subcommittee is		
		being asked to build the network out based upon their		
		estimates of a worse case scenario.		
	-	The Engineering sub-committee will review the		
		recommended final design that is based upon available		
		funding and the reality of construction capabilities with the		
		Requirements group prior to final build out of Network		
		Maryland. Ultimately. net.work.Maryland will meet the		

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	requirements as defined by the various constituent		
	organizations.		
R. Rose	Engineering Committee –		
	 Users need confidence in the network 		
	 Architecture needs to be inclusive of current network usage, 		
	regardless of type of connection		
	 There must be redundancy from both the networking and 		
	physical premise		
	POPS must be taken out of Central Office		
	IP and ATM addressing is a very big problem		
	First year success is paramount		
	What will you get?		
	ATM Protocol of Choice ISB Interface in Fach LATA Biging Sup Connected with		
	ISP Interface in Each LATA –Rising Sun Connected with dedicated DS2 (not illustrated in drawing)		
	dedicated DS3 (not illustrated in drawing) ATM – TCP-IP Redundancy or Keep Alive		
	Possible Load Sharing		
	Circuit Emulation for Legacy Systems		
	Online Menu of Services, Statistics, Topology, Trouble		
	Reporting		
	When will you get it?		
	 Core Infrastructure: September 2002 		
	 ISP Service: September 2002 		
	 Customer Online Ordering, Help, Information, Statistics: 		
	September - October 2002	Customer Online Ordering, Help,	
	 Network Monitoring: September - October 2002 	Information, Statistics TBD	
	How much will it cost?		
	Service should be = to or > than		
	Cost should be = to or < than		
	What does all this mean?		
	 Customers should want to connect because the alternatives 		
	to net.work.Maryland are too expensive.		
	We need State commitment at all levels of the government for full participation based as value and to sharing law acidity.		
	for full participation based on value and technical superiority.		
	• We need private peering so education, government, health,		
	and non-profits can do the exciting things that for now, we can only talk about.		
	Commodity ISP services need to be at Tier 1 levels		
	The network needs to be localized, but concept and design		
	should be global.		
	We need for the State to tell us which contracts to use, and		
	the services need to be ordered immediately.		
	Phase II - Fiber		
	Think in terms of an OCx around the State not OCx between		

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	 the LATA's Most traffic is local, except for the commodity internet, higher education, libraries, and health, and specialized applications between State affinity organizations. 		
L. Burek	Other Business - The next meeting will be held on July 15, 2002.	Location of July's meeting TBD. Location of August 's meeting in Southern Maryland.	
	Regional Proposals Network of NetworksDiscuss Criteria for Regional Proposals	Change "Regional" to something else (not identified).	
	 Requests for Usage of Fiber Being Handled Under Resource Share 	Regional proposal input needed in two weeks.	
		Add regional proposal "address" areas to web site.	
		3 rd bullet belongs under "Resource Share" – DBM.	
M. Burnette		Add Ron Forsythe to working group.	
	 Capital costs of construction and implementation Customer's responsibilities Participation 	Need to determine "what to bill" Alt 1) # of ports	
	Shared cost"Shared" circuitsSupport and maintenance	Alt 2) bandwidth	
	Rate Structure Basis		
	Roll Out / Implementation Period Meeting June 26 th with Cost Recovery Working Group		
	Adjournment - The meeting adjourned at 2:11 PM		

Minutes Recorded by: Jodey McGhee